

**ADJOURNED CITY COUNCIL MEETING
CITY OF WATERTOWN
February 13, 2012
7:00 P.M.**

Mayor Jeffrey E. Graham Presiding

Present: Council Member Roxanne M. Burns
Council Member Joseph M. Butler, Jr.
Council Member Teresa R. Macaluso
Council Member Jeffrey M. Smith
Mayor Graham

Also Present: Mary M. Corriveau, City Manager
Robert J. Slye, City Attorney

City staff present: John Van Brocklin, Eugene Hayes,

The City Manager presented the following reports to Council:

- Resolution 1 - Amendment to Management and Management Confidential Benefits Policy
- Resolution 2 - Amendment No. 83 to Management/ Management Confidential Pay Plan
- Resolution 3 - Retaining the Professional Services of John C. Krol to Assist in the Recruitment of Viable Candidates for the Position of Watertown City Manager
- Resolution 4 – Appointment to the Board of Assessment Review, David L. Bush
- Resolution 5 - Amending the Employment Agreement Between the City of Watertown and Ann Marie Saunders, City Clerk
- Outdoor Pool Facilities Study, August 2011, W-M Engineers, P.C.
- Alcohol Sales on City Owned Property
- City Council review of Accomplishment for Fiscal Year 2011-2012 and discussion of Fiscal Year 2012-2013 Goals and Objectives
- Past City Manager Transition Costs Report

Complete Reports on file in the office of the City Clerk

R E S O L U T I O N S

Resolution 1 - Amendment to Management and Management Confidential Benefits Policy

Introduced by Council Member Jeffrey M. Smith

WHEREAS the City Council of the City of Watertown has established Benefit policies to provide for the health and welfare of its employees, and

WHEREAS all Management and Management Confidential employees receive benefits from the City of Watertown, and

WHEREAS some of those benefits are the same for all employees, some are accrued based on years of service, some are based on original hire date and some are based on the position held, and

WHEREAS it is the City Council's desire to change the percentage contribution made by newly hired Management and Management Confidential employees,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that effective February 13, 2012 the City of Watertown Benefits Policy for Management and Management Confidential Employees is hereby amended, a copy of said Benefits Policy is attached and made a part of this resolution.

Seconded by Council Member Teresa R. Macaluso

Rules waived by Motion of Council Member Jeffrey M. Smith, seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea except for Mayor Jeffrey E. Graham voting nay.

Resolution 2 - Amendment No. 83 to Management/ Management Confidential Pay Plan

Introduced by Council Member Roxanne M. Burns

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 83 to the Management and Management Confidential Pay Plan, effective February 15, 2012, as follows:

Position	Salary
Water Superintendent	\$82,000
Chief Waste Water Treatment Plant Operator	\$65,000

Seconded by Council Member Jeffrey M. Smith

Rules waived by Motion of Council Member Roxanne M. Burns, seconded by Council Member Jeffrey M. Smith and carried with all voting in favor thereof.

Prior to the vote on the foregoing resolution, Mrs. Corriveau pointed out that there was an error in her memo to Council and Mr. R. Mark Crandall holds the rank of E-8 in the Navy Reserves.

Mayor Graham stated Council appreciates the appointment of Mr. Michael Sligar to Water Superintendent and mentioned that Mr. R. Mark Crandall will do a good job at the Treatment Plant. He recapped that the water department will stay as a department with the addition of the functions of the hydro plant and the waste water treatment plant.

Mrs. Corriveau advised that the job spec was modified and approved by civil service. She noted that there are amendments that need to be made to the charter in the next couple of weeks.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.

Resolution 3 - Retaining the Professional Services of John C. Krol to Assist in the Recruitment of Viable Candidates for the Position of Watertown City Manager

Introduced by Council Member Teresa R. Macaluso

WHEREAS the Watertown City Council has determined not to renew the Employment Agreement of the Watertown City Manager beyond its expiration on April 30, 2012, and

WHEREAS the City Manager has submitted a letter announcing her intention to retire as City Manager prior to the date of expiration of her contract term, and

WHEREAS the City Council of the City of Watertown is the appointing authority for the position of City Manager and desires to expeditiously commence a search for a person to serve as City Manager on a full-time basis pursuant to contract, and

WHEREAS the City Council of the City of Watertown desires to retain the professional services of a person qualified to assist the City Council in its recruitment efforts,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City shall retain the services of John C. Krol of Waddington, New York, to facilitate the recruitment of City Manager candidates, all in accordance with the Professional Services Agreement attached to, and made a part of, this Resolution, and

BE IT FURTHER RESOLVED that the Mayor shall sign the Professional Services Agreement on behalf of the City and ask Mr. Krol to commence his recruiting efforts as soon as practicable.

Seconded by Council Member Roxanne M. Burns

Rules waived by Motion of Council Member Teresa R. Macaluso, seconded by Council Member Roxanne M. Burns and carried with all voting in favor thereof.

Prior to the vote on the foregoing resolution, Council Member Smith stated that he has the upmost respect for Mr. Krol but does not believe there is a need for a \$10,000 facilitator. He stated that some of the functions such as verifying the candidate's education and experience could be performed by City staff.

Mayor Graham stated that Mr. Slye added language so there are bail out solutions.

Mr. Slye stated that if services were terminated early, Council does not owe the full \$10,000. He said that the fee is based on a hourly rate up to the date of termination.

Council Member Butler stated that Council would owe Mr. Krol \$5,000 at the minimum.

Mayor Graham stated that Council has to have confidence with the individual going into the contract and listed the fees of other services to provide a perspective. In addition, he pointed out that staff should not verify the credential's of someone that may ultimately be their boss.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea except for Council Member Joseph M. Butler, Jr. and Council Member Jeffrey M. Smith voting nay.

Resolution 4 – Appointment to the Board of Assessment Review, David L. Bush

Introduced by Council Member Roxanne M. Burns

RESOLVED that the following individual is appointed to the Board of Assessment Review effective immediately to fill the unexpired term of Dean Gillen, such term expiring on September 30, 2015:

David L. Bush
150 Clinton Street, Apt. D6
Watertown, New York 13601

Seconded by Council Member Teresa R. Macaluso

Rules waived by Motion of Council Member Jeffrey M. Smith, seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.

Prior to the vote on the foregoing resolution, Mayor Graham explained that there is a vacancy due to illness and there is a meeting scheduled for tomorrow.

Council Member Burns stated that she just delivered the letter of resignation from Mr. Dean Gillan to the City Clerk.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.

Resolution 5 - Amending the Employment Agreement Between the City of Watertown and Ann Marie Saunders, City Clerk

Introduced by Council Member Joseph M. Butler, Jr.

WHEREAS, the Watertown City Council, as appointing authority, entered into an Employment Agreement on July 13, 2011 with Ann Marie Saunders as City Clerk; and

WHEREAS, the parties desire to amend Section 8 of the Agreement pertaining to Ms. Saunders' contribution of premium for health insurance to ensure compliance with the Federal Patient Protection and Affordable Care Act,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the document entitled "Employment Agreement – Amendment" attached to this Resolution shall be effective to change Section 8 of the parties' agreement concerning the premium contribution for Ms. Saunders under the Employment Agreement and that the Employment Agreement, dated July 13, 2011, as amended by the attached, shall serve as the parties' Employment Agreement; and be it further

RESOLVED by the City Council of the City of Watertown that Mayor Jeffrey E. Graham, shall sign the document on behalf of the City.

Seconded by Council Member Teresa R. Macaluso

Rules waived by Motion of Council Member Joseph M. Butler, Jr., seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.

At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.

DISCUSSIONS

Outdoor Pool Facilities Study, August 2011, W-M Engineers, P.C.

Thomas Compoli, Project Engineer for C&S and Co-author of the W-M pool study presented to Council on August 15, 2011, stated that the report lists the deficiencies for each pool, the financial costs, the funding sources and a community needs assessment.

Mayor Graham commented that Council knew that the pool at the Park was in the worst shape and asked for Mr. Compoli's thoughts on how many pools are needed for the population.

Mr. Compoli said it depends on how many people use the pool and that the study showed that the pool at Thompson Park was used the most. He explained that the lifeguards are required by the Department of Health to do counts routinely.

Council Member Butler asked for an explanation of the lifeguard's duty rotation.

John Van Brocklin, Superintendent of Parks and Recreation explained that there is a total of seven lifeguards and that two to four have to be on duty in the chair depending on the number of people in the pool. He stated that the off duty lifeguards are still paid because they are working doing other duties such as checking the locker rooms.

Eugene Hayes, Superintendent of Public Works advised that there needs to be one lifeguard per 25 people and they rotate the guards through the different stations periodically. He listed the stations as chair designated zones in the pool, picnic table for first aid, and walking the site. He said that he tried to reduce the number of lifeguards last year but if there were a large number of people at the pool then a portion of the pool needed to be shut down.

Council Member Butler inquired about the hours of operation of the pools.

Mr. Van Brocklin confirmed that the hours of operation are 11 a.m. to 8 p.m. because swim lessons are offered in the morning.

Council Member Smith stated that the park pool is in need of the most repairs but it is the oldest and in 1973 a pool was put inside the original pool. He asked if this was a wise choice at that time.

Mr. Compoli stated he would not have done that because water is now getting between the two concrete walls causing problems. He added that if this pool is only to be repaired, drainage would be needed between the two pool walls but he cannot guarantee that it would solve the problem. He advised that the cost to repair this pool is around \$173,000 and the cost to replace the pool is approximately \$650, 000. He confirmed that the replacement cost was only for the pool and not the bath house.

Mr. Hayes stated that a few years ago, work was done at the bath house to include a new roof, electrical upgrades, a hot water heater and furnace.

Mayor Graham asked if the Flynn Pool would be the one deleted if one of the pools were to close.

Mr. Hayes indicated that the original vision was that two pools would be enough and the oldest pool being Thompson Park would be replaced with a spray pool because it is the most used. He said that it made sense to keep the newest pools being the Alteri and the Flynn pools. In reviewing the demographics, he stated that the study showed that the two pools to be kept are the Thompson Park and the Alteri pools. However, he added that the housing project within the Flynn pool area is expanding so it might make sense to keep all three pools. He cannot recommend getting rid of the Flynn pool.

Mayor Graham summarized that the Thompson Park pool needs to be replaced for \$650,000 and a couple hundred thousand needs to be put into the other two pools.

Mr. Hayes remarked that the Alteri and Flynn pools need a new liner and discussed the differences between a marcite and fiberglass liner.

Council Member Smith commented that if the bids for each surface were similar then it is better to use the fiberglass for long term reasons. He also mentioned that the Alteri pool repairs were put in the budget already.

Mr. Compoli stated that the Alteri and Flynn pools are twin pools but the Flynn pool is newer. He noted that the Flynn pool has more issues but the cost difference is only a couple thousand dollars.

Mrs. Corriveau commented that the bath houses are old and need maintenance.

Mr. Compoli clarified that the type of marcite used is expected to only last 10 years and it has been 30 years.

Mayor Graham inquired about the condition of the fixtures in the bath houses.

Mr. Van Brocklin stated that maintenance needs to be done and this is always worked into the budget.

Mr. Compoli suggested that the air circulation be checked with a flow monitor.

Mr. Van Brocklin explained that the repairs would be rushed to be completed by spring and thought fall would be better.

Mr. Compoli stated it takes 30 days for concrete to cure and the best cure for concrete is to be under water as long as the temperature does not drop significantly. He thought the fall would be a better time for the project but added that the pool would need to be drained, old material chipped off, bad spots repaired and surface put down. In response to Council Member Smith's inquiry about a salt water pool, he said he is not familiar with them and would need to consult with someone else.

Council Member Butler asked if the filter room at the Thompson Park pool would need to be built above ground.

Mr. Compoli replied that the current wooden structure could be replaced with a structure to house everything. He explained any new filtering system allows for no interruption in swimming.

Mayor Graham asked how long the Thompson Park pool would last.

Mr. Hayes explained that the spray pool could be put in first and once completed, the replacement work on the pool could start. He also discussed possible locations for the spray pool.

Mr. Compoli advised Council that the spray pool would cost approximately \$257,000.

Mr. Hayes stated that the design for the spray pool could be done this year and then put in the budget for next year. He further explained that the money in the budget for this year could do the Alteri pool and money for the Flynn pool could be put into the next budget year. He indicated that the Thompson Park pool should last until this infrastructure is in place.

Council Member Smith stated that the design for the Thompson Park pool should be done at the same time as the design for the spray pool.

Mrs. Corriveau explained that funding for the repairs to one of the pools is available in this budget but the hope was to get the designs for both pools done.

In response to Council Member Butler's inquiry, Mr. Compoli stated that there is usually not a discount in price to do two pools at the same time. He also remarked that there might be some funding available through the State Parks in the fall but funding is very tight right now.

Mrs. Corriveau pointed out that this project would not rate very high if the funding is based on the same process used by the Regional Council because it does not create jobs or increase economical development.

Mr. Compoli stated his recommendation would be to replace the pool at Thompson Park because he cannot guarantee that repairs would extend the life of the pool. He added that the main drains would need to be replaced to meet new standards.

Council Member Smith asked if some of the demolition of the Thompson Park pool could be done by City staff.

Mr. Hayes replied that it would depend on how much concrete needs to be removed but that staff could do some of it.

Council concurred to move forward with the resurfacing of the Alteri and Flynn pools but Council Member Butler and Council Member Smith suggested that Council hold off on the spray pool.

Council Member Butler added that he would like to see the usage of the Flynn pool giving the expanded housing projects in that area prior to resurfacing pool. He stated that if the usage does not change then the money should be put to better use.

Mr. Hayes clarified that the plan was to keep all three pools and add a spray pool in the park. He commented that prior to working on the Alteri pool, Council should determine if there is going to be any reconfiguration of the arena.

In regards to the spray pool, Mayor Graham suggested that the engineering for this should be done at the same time as the engineering for the Thompson park pool. He noted that Council can always opt not to move forward with the construction after the bids are received.

Mrs. Corriveau indicated that a lot of money will be spent on design so it should be determined in advance if the spray pool is wanted. She stated that staff discussed taking care of the Alteri and Flynn pools first because they are simple fixes. She suggested the bid specs could be put together on those and bid out such that one is done this year and one is done next year or both could be done at the same time. In regards to the arena, she said that there are no plans that would impact that pool.

She mentioned that spray pools are very popular and suggested Council view the spray pools in the Fort Drum area.

Council Member Burns stated that a spray pool, which is a new trend, needs to be investigated more but knows that Council wants to maintain the City's current pools.

Council concurred on resurfacing the Alteri and Flynn pools and moving forward with the engineering of the Thompson Park pool without a spray pool.

Mr. Compoli suggested Council consider putting a glass enclosure over the Alteri pool to make it year-round but indicated that this usually costs 1.5 million.

Council Member Smith mentioned that he would also like to see the savings over time for a salt water pool at Thompson Park.

Alcohol Sales on City Owned Property

Mrs. Corriveau presented Council with the proposed policy and stated that Mr. Casale agrees that this proposal meets with current regulations.

Mayor Graham asked if there is an estimated cost for Mr. Casale's time.

Mrs. Corriveau stated that the City has not received a bill yet.

Council Member Burns wanted to thank Mr. Slye for his suggestion of using Mr. Casale and thought that the session with him was very productive. She stated that she is pleased with what was presented and that it is very self-explanatory.

Mayor Graham commented that alcohol should be sold sparsely on City owned property and he is not a devotee of mixing people who are under the legal alcohol age with people that are over.

Council Member Butler stated he wants the stakeholders to know that this is a drastic change in the way the City is going to do business down there.

Mrs. Corriveau indicated that the biggest change is for baseball because the events at the Flower Memorial Library, zoo, fair week, Agriculture Society's Facility and the ice arena are handled similarly to what is happening now. She pointed out that applicants have to be very upfront as to who is sharing the profits from the sale of alcohol.

Mr. Slye confirmed that the policy states that the baseball lease holder must obtain a seasonal alcohol license because the control of the alcohol has to be under the license holder.

Mrs. Corriveau stressed that the alcohol has to be locked in a separate storage room and cannot be kept in the store area.

Mr. Slye clarified that during the term of the seasonal license, only the baseball lessee can sell beer and wine. He noted that after the end of the season, the City can decide whether they want

to authorize use of the field by a person holding a permit. He also referred Council to the list of questions that should be considered by the person that will be issuing the permit. He added that if there are any questions then that person should come to Council for guidance.

Mrs. Corriveau assured Council that the first question is whether the event is one that should be serving alcohol and if the answer is no, then the permit will not be issued.

Mayor Graham stressed that the purpose of obtaining a license is to establish accountability.

Council Member Butler stated that this should not convey that it is business as usual because there is a drastic change in the way this is being handled.

Council Member Burns remarked that the DPAO or any not-for-profit needs to decide how they want to have alcohol sales. She listed the option of using a licensed caterer which is a for-profit and a business arrangement needs to be in place. She stated another option is that the not-for-profit could use a not-for profit and share in the profit of selling alcohol.

Mrs. Corriveau indicated that the beer sales for the DPAO when they use the arena are usually done by the Town of Watertown Volunteer Fire Department.

In regards to the baseball field, Mr. Slye reminded Council that there can only be one license issued for the property. He stated that if the baseball lessee holds the license then their license is the one that must be used.

Council discussed various scenarios if the baseball lessee does not hold a license but it was agreed that when a permit is used then everyone including baseball must be listed on the permit.

Mr. Slye pointed out that the City will not share in the profit from the sale of alcohol.

Mrs. Corriveau stated that a resolution will be prepared for the next meeting and that she will also present the contract documents for leasing the fairground's facilities for Council to review.

Parks and Recreation Positions

Mrs. Corriveau stated that interviews and tours have been done with individuals applying for the superintendent position but the manager position is on hold until the civil service test results are received.

Ice Arena Roof Leak

Mr. Van Brocklin confirmed that there is a new spot but he is not sure if it is a leak or coming down from the peak.

City Council review of Accomplishment for Fiscal Year 2011-2012 and discussion of Fiscal Year 2012-2013 Goals and Objectives

Mayor Graham stated everyone did a thorough job and listed common themes such as debt reduction, reorganization of the Parks and Recreation Department, continued sidewalk upgrades, reduction of blight, and updating the Aviary.

Council Member Butler suggested that the electronic collections system should be a priority.

Mrs. Corriveau stated that Mr. Mills is in the process of upgrading the KVS software and focusing on working with vendors to get credit card and debit card capabilities.

Council Member Burns stated that the BAS software which many towns, villages and school districts use offers electronic bill paying.

Mrs. Corriveau stated that she is not sure if Mr. Mills has looked at other software because right now the City has bought into KVS.

Mayor Graham doesn't want the City to be tied into a system that is not capable of making these changes.

Council Member Smith stated that he has given Mr. Mills information on a local vendor offering debit cards.

Council Member Butler mentioned his goal of using the scheduling software that was part of the corrective action plan.

Mrs. Corriveau stated that her secretary is starting to use it and she is not sure if the City has the correct software. She has asked Mr. Nelson to investigate what software is being used by other municipalities and formulate a list of vendors.

Council Member Butler suggested the City Code be reviewed for updated fees for Parks and Recreation services.

Mrs. Corriveau stated this will be addressed when the contracts come to Council for review.

Council Member Burns stated that her list of goals were concise but she would like to see the completion of the learning center at Thompson Park.

Mayor Graham indicated that a top goal should be the transition to a new City Manager.

Council Member Burns added that Council should concentrate on eliminating blight and take a proactive role in this.

Charter Mandated Annual Review of City Manager and City Clerk

Council concurred that there is no need for additional discussion and a resolution stating the appraisals were done should be prepared for the next meeting.

A D J O U R N M E N T

At the call of the chair, meeting was duly adjourned at 8:53 P.M. by motion of Council Member Joseph M. Butler, Jr., seconded by Council Member Jeffrey M. Smith and carried with all voting in favor thereof.

Ann M. Saunders

City Clerk